



**DRAFT MINUTES
OF THE DESIGN REVIEW BOARD OF THE TOWN OF
CLARKDALE
November 17, 2021**

1. CALL TO ORDER:

Chair Snyder called the meeting to order at 6:33 P.M.

2. ROLL CALL:

Board Member	Present/Absent
Chair Snyder	Present
Vice Chair Kaempfe	Present
Board Member Foutz	Present
Board Member Kelly	Present
Board Member Robbins	Present

Attending Staff
Community Development Director Mayday
Community Development Technician Guss Espolt

- 3. PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit comments to FIVE MINUTES. - **NONE**

4. MINUTES: Consideration of the **Regular Meeting Minutes of October 6, 2021**

Chair Snyder Moved to approve the minutes as written.

Board Member Robbins seconded.

Board Member	Aye/Nay
Chair Snyder	Aye
Vice Chair Kaempfe	Aye
Board Member Foutz	Aye
Board Member Kelly	Aye
Board Member Robbins	Aye

5. REPORTS:

- a. Board Member Reports - **HEARD**
- b. Staff Reports - **HEARD**
 - 1. Verde Valley Housing Study update - **HEARD**

6. PUBLIC HEARINGS - NONE

7. ACTION ITEMS (NOT REQUIRING A PUBLIC HEARING) - NONE

8. DISCUSSION ITEMS ONLY (NO ACTION TO BE TAKEN)

A. Open Meeting Law Basics – Mary Ellen Dunn, Town Clerk - **HEARD**

B. The Development Process: Roles and Responsibilities of Boards and Commissions– Ruth Mayday, Community & Economic Development Director - **HEARD**

9. FUTURE AGENDA ITEMS - NONE

10. ADJOURNMENT - 8:35 P.M.

Board Member Foutz motioned to adjourn.

Board Member Kelly second.

Board Member	Aye/Nay
Chair Snyder	Aye
Vice Chair Kaempfe	Aye
Board Member Foutz	Aye
Board Member Kelly	Aye
Board Member Robbins	Aye

GUIDELINES FOR PUBLIC COMMENT

The Town of Clarkdale endorses civil discourse. If you wish to speak at this meeting, please:

1. Raise your hand and wait to be acknowledged by the Chair.
2. Step up to the podium, state your name and whether or not you are a Clarkdale resident, then provide comments.
2. Direct all comments to the Board Chair. Do not enter a dialogue with the applicant or other members of the public.

If you are participating via Zoom:

1. identify yourself in the "Chat" feature at the bottom of the screen, and include a brief description of your question
2. When recognized, click "unmute" in the lower left-hand corner of the screen and state your question
3. Please do not use the "Chat" feature to initiate secondary conversations. They will become part of the public record.

The undersigned hereby certifies that a copy of this notice was duly posted on the Town Hall bulletin board, located at 890 Main Street, Clarkdale, Arizona and on the Town of Clarkdale's website on November 18, 2021 at 9:55 a.m.

Guss R. Espolt

A handwritten signature in black ink that reads "Guss R. Espolt". The signature is written in a cursive style with a large, stylized 'G' and 'E'.

Community Development Technician Guss Espolt

DRAFT